

Service Area VI Quality Improvement Committee Meeting – October 21, 2009

Type of Meeting	Service Area 6 Quality Improvement Committee		Date	October 21, 2009	
Place	Kedren Community Mental Health Center 4211 S. Avalon Blvd, Los Angeles 90011		Start Time	9:00 a.m.	
Chairperson	Kimberly Spears, Chairperson/ERICA Melbourne, PsyD, Co-Chair		End Time	11:00 a.m.	
Members Present	Kimberly Spears, DMH SA6 Adm; Erica Melbourne, Los Angeles Child Guidance; Julie Elder, SCHARP/Barbour & Floyd Medical Assn; Corp; Terry Robinson, Children's Institute; Mimi Nguyen, Asian Pacific Residential Treatment Program; Donna Rogue, DREW CDC; Erick Motano, Exodus Recovery; Desiree Odom, Didi Hirsch; Wendy Romo, 1736 Family Crisis Center; Carmen Haley, Alafia; Jan Nolan, LAUSD; Marilyn Campbell, Kedren Community Mental Health Center; Rosary Woods, Kedren Community Mental Health Center; Yvnette Moore, Shields for Families; Jaime Sheehan, Shields for Families; Elizabeth Echeverria, SCHARP; Elva Gutierrez, The Guidance Center; Joeline Friestad, Compton Family MH Services; Jessica Davis, Star View Community Services; Terry Robinson, Children's Institute; Cathi Collins, Counseling 4 Kids; Jilia Padilla, Compton Mental Health; Phyllis Hayes, DMH-TAY; Ginger Wilkerson, Children's Institute; Rhumel Grady, FSP Compton; Jason Glasgow, Dixon Recovery Institute, Inc.; Ronda Dixon, Dixon Recovery Institute, Inc.; Jennifer Calmelat, Tessie Cleveland; Chanta Cole, The Guidance Center; Beverly Byrd, Augustus F. Hawkins;				
Members Absent	Thang Nguyen, DMH;				
DMH Support	Thang Nguyen, DMH;				
Agenda Item & Presenter	Discussion and Findings		Decisions/Recommendations Actions/Scheduled Tasks	Person Responsible / Due Date	
Call to Order & Introductions	The meeting was called to order at 9:00 a.m.			Kimberly Spears, Chair	
Review of Minutes	Minutes of the September 16, 2009 meeting were approved as read.			SA 6 Membership	
Frequently Asked Quality Assurance and Quality Improvement SA6 Questions -Kimberly Spears and Dr. Erica Melbourne	Kimberly Spears reported that a "disclaimer" has been added to the October edition of the Newsletter. It is a reminder that SA6 QIC members should always consult with their supervisors and reference the manuals listed for the departmental and state policy procedures. DMH contacts include Anthony Cooksie at (323) 298-3675 for Contractual Questions and Thang Nguyen at (213) 738-3863 for Medi-Cal Certification Questions.			SA 6 QIC Membership	

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Agenda Item & Presenter	Discussion and Findings	Decisions/Recommendations /Actions/Scheduled Tasks	Person Responsible / Due Date
QA-QI Updates – Kimberly Spears and Dr. Erica Melbourne	<p>1. Medi-Cal Oversight Protocol and Review Schedule for Fiscal Year 2009-2010 was distributed. Los Angeles County is scheduled for February 8, 2010.</p> <p>2. DMH Information Notice No.: 08-22 has been superseded by DMH Information Notice: 09-17 which was distributed. This Notice provides the specifics of the Department of Mental Health's compliance review of Mental Health Plans in Fiscal Year 2009-2010.</p> <p>3. State DMH Medi-Cal Oversight, Annual Review Protocol for Consolidated Specialty Mental Health Services and Other Funded Services in 2 Parts distributed. The document includes a list of abbreviations.</p> <p>The DMH website lists all billable items you can bill under Medi-Cal.</p> <p>There will be a training prior to the audit on how to tab charts and what signatures will be needed. Agencies will know ahead of time what charts need to be pulled for the audit.</p> <p>4. State of California Department of Mental Health – County Mental Health Plan Annual Attestation was distributed.</p>		

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	<p>It lists the processes and/or policies which shall be maintained at all times in an easily accessible manner and shall be readily available upon request by the State DMH.</p> <p>5. Quality Improvement Work Plan Implementation Status Report dated 9/14/09 was distributed. This is Los Angeles County's Annual Beneficiary Grievance/Appeal Report FY 2007/2008 which should be posted in the lobby area.</p> <p>There should also be a Patients' Rights pamphlet in the lobby. Clients should be given "Medi-Cal Guide to Mental Health Services" also.</p> <p>6. Medi-Cal Audit – State DMH will start calling agency's 800 numbers two months prior to the audit, probably in December 2009. It is recommended that each agency keep a call log for each call that comes in. The log will be checked during the audit. This is not a billable service, but it is important that all calls requesting services be documented. It is recommended that someone be designated at each agency that is familiar with DMH to handle these calls.</p> <p>7. California Department of Mental Health Reasons for Recoupment in FY 2009-2010 was distributed.</p>		SA6 Membership

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	<p>8. Medi-Cal Medical Necessity – Revised 2009 was distributed. Medi-Cal medical necessity criteria has three components: diagnosis, impairment and interventions, and they are detailed in this document.</p> <p>9. Case Presentation MH 514, DMH Policy 106.8 was distributed. This form should be used to document a variety of formal staff activities, such as, case conferences, case reviews, transfers, intake conferences, etc.</p> <p>It was designed to highlight only the issues discussed and service suggestions made at the presentation.</p> <p>10. Los Angeles County Department of Mental Health – Clinical Incident Report form was distributed. This form is to be completed for clinical incidents such as death, suicide, abuse, or medication errors.</p> <p>11. Cancellation of the Department of Mental Consumer Perception Survey Data Collection Period for November 2009 was distributed.</p> <p>12. Quality Assurance Bulletin No. 09-06 was distributed. This is an update regarding procedure codes.</p>		

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"Triage Training Process" Presentation by Kimberly Spears and Dr. Erica Melbourne	The forms are being changed, and Ms. Spears will bring information to the QIC Membership as soon as it is finalized. There will be a Service Area training provided to contract providers as well as directly operated agencies.		Kimberly Spears, Chair
Announcements	Ms. Marilyn Campbell announced that Kedren Community Mental Health Center will be presenting "Sand Play Therapy" Friday, October 23, 2009. All are invited.		

Respectfully submitted,


Kimberly Spears, Chair 11/18/09
Date


& Erica Melbourne, Co-Chair 11/18/09
Date